

Lelia Baum Hopper, Director

Court Improvement Program

Office of the Executive Secretary

Supreme Court of Virginia

COURT IMPROVEMENT PROGRAM

Time Line and Related Forms Juvenile and Domestic Relations District Courts—Child Dependency Cases

	Juvenile and Domestic Relations District Courts—Child Dependency Cases								
STAGE 1	PRE-DISPOSITION TO DISPOSITION								
	Abuse or Neglect and At-Risk of Abuse or Neglect	±			Entrustment Agreement	Relief of Custody	Initial Foster Care Review - Disposition		
COURT EVENT	Ex Parte Hearing for: Preliminary Child Protective Order or Emergency Removal Order	Hearing for: Preliminary Child Protective Order (PPO) or Preliminary Removal Order	Adjudication	Disposition	Disposition	Disposition	Abuse or Neglect; At-Risk of Abuse or Neglect; Entrustment Agreement; Relief of Custody; or	When child enters care dispositionally as a result of Child in Need of Services/ Supervision; Status Offense; or Delinquency	
STATUTES 5	55 16.1-253; 16.1-251	55 16.1-253; 16.1-252	66 16.1-253 F; 16.1-252 G	§§ 16.1-278.2	§§ 16.1-277.01; 16.1-278.2	§§ 16.1-277.02; 16.1-278.2; 16.1-278.3	§ 16.1-281	55 16.1-278.4, .5, .6, or.8; 16.1-281	
TIMING	Upon filing of Petition (DC-511)	Within 5 business days: After issuance of ex parte PPO. After physical removal of the child.	Within 30 days of preliminary hearing, if no adjudication at time of preliminary hearing.	Within 60 days of preliminary hearing.	Within 45 days (75 days for Order of Publication) of filing of petition to approve an entrustment agreement.	Within 60 days of initial hearing on petition for relief of custody.	At time of disposition on underlying petition.*	Within 60 days of child's placement into foster care.	
FORMS	DC-511; DC-527; DC-526; DC-514; DC-620	DC-527; DC-528; DC-508	DC-527; DC-561	DC-553, pp. 1, A, 2, 3, and D; DC-532; DC-552	DC-511; DC-553, pp. 1, B, 2, 3, end D; DC-534; DC-559; DC-514; DC-620; Entrustment Agreement (DSS Form)	DC-511; DC-553, pp. 1, C, 2, 3, and D; DC-534; DC-559; DC-514; DC-620	DC-552; Foster Care Plan (DSS Form)	DC-562; DC-553, pp. 1, 2, 3, and D; DC-552; Foster Care Plan (DSS Form); DC-545; DC-546; DC-514; DC-620	
REQUIRED STATE AND TITLE IV-E FINDINGS	a "child would be subject to an imminent threa	contrary to the welfare of the child. This finding must at to life or health" satisfies this requirement in feder finding must be obtained by the local agency within 6	cial participation. Language in § 16.1-251 that	* Exception - Abuse or Neglect & At-Risk cases: If child's custody is transferred for 1st time at disposition, initial foster care review is within 60 days of placement into foster care.	Make required state and Title IV-E findings referenced to the left.				
STAGE 2	FOSTER CARE REVIEW								
COURT EVENT	Foster Care Review								
STATUTES	§ 16.1-282								
TIMING	Within 4 months of dispositional hearing at which	h the initial foster care plan was reviewed.							
FORMS 0	DC-552; DC-554; DC-555; DC-559; DC-620								
REQUIRED STATE AND TITLE IV-E FINDINGS	EN-E If the foster care plan goal is relative placement, adoption, or permanent foster care:								
STAGE 3	3 PERMANENCY PLANNING								
COURT EVENT	Initial Permanency Planning If interim plan is approved, comply with provision	s of § 16.1-282.1 B.		Termination of Parental Rights If no termination of parental rights at initial pe	ermanency planning hearing.	Second Permanency Planning			
STATUTES 5	If interim plan is approved, comply with provision 55 16.1-282.1; 16.1-281 B; 16.1-283			If no termination of parental rights at initial pe § 16.1-283	rmanency planning hearing.	§ 16.1-282.1			
STATUTES !	If interim plan is approved, comply with provision 59: 16.1-282.1; 16.1-281 B; 16.1-283 Within 5 months of foster care review; or within rights may be filed after filing of plan documentin,	30 days of finding reasonable efforts to reunite are a ng termination of parental rights is in child's best inter	rest.	If no termination of parental rights at initial pe § 16.1-283 Upon filing of petition After filing of plan documenting termination of		§ 16.1-282.1 Within 6 months of initial permanency planning	-		
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		MINITE						
		TIMING	Upon filing of Petition					
STAGE 1	PRE-DISPOSI	FORMS	DC-511; DC-527; DC-526; DC-514; DC-620	ne Line and Related	Forms rts—Child Dependency Cases Entrustment Agreement	Relief of Custody	Initial Foster Care Review - Disposition	
COURT EVENT	Ex Parte Hearing f Preliminary Child or Emergency Remor 55 16.1-253; 16.1-	REQUIRED ST AND TITLE I	V-E a "child would be subject to an imminent thre	eat to	Disposition §§ 16.1-277.01; 16.1-278.2	Disposition 55 16.1-277.02; 16.1-278.2; 16.1-278.3	Abuse or Neglect; At-Risk of Abuse or Neglect; Entrustment Agreement; Relief of Custody; or \$ 16.1-281	When child enters care dispositionally as a result of Child in Need of Services/ Supervision; Status Offense; or Delinquency 55 16.1-278.4, .5, .6, or.8; 16.1-281
TIMING	Upon filing of Peti DC-511; DC-527; D	STAGE	Reasonable egjorts to prevent removal. This	.3, and D; DC-532;	Within 45 days (75 days for Order of Publication) of filing of petition to approve an entrustment agreement. DC-511; DC-533, pc. 1, 8, 2, 3, and D; DC-334: DC-539: DC-514: DC-620: Entrustment	Within 60 days of initial hearing on petition for relief of custody. DC-511; DC-553, pp. 1, C, 2, 3, and D; DC-534;	At time of disposition on underlying petition.* DC-352; Foster Care Plan (DSS Form)	Within 60 days of child's placement into foster care. DC-562; DC-553, pp. 1, 2, 3, and D; DC-552;
REQUIRED STATE	Continued plac S'child would l	OURT EVE		orarily, or the child's entire	DC-534; DC-539; DC-514; DC-620; Entrustment Agreement (DSS Form) e stay in foster care will be ineligible for federal fina	DC-559; DC-514; DC-620 ncial participation. Language in § 16.1-251 that	* Exception - Abuse or Neglect & At-Risk cases: If child's custody is transferred for 1st	Foster Care Plan (DSS Form); DC-545; DC-546; DC-514; DC-620 Make required state and Title IV-E findings referenced to the left.
FINDINGS STAGE 2	• Reasonable eff	STATUTE	§ 16.1-282				time at disposition, initial foster care review is within 60 days of placement into foster care.	
COURT EVENT STATUTES	Foster Care Revie	TIMING	Within 4 months of dispositional hearing at which	ch th				
TIMING	Within 4 months (FORMS	DC-552; DC-554; DC-555; DC-559; DC-620	it				
REQUIRED STATE AND TITLE IV-E FINDINGS STAGE 3	The reasonable of If the foster Reasonable If the foster Reasonable If the foster Reasonable If the foster Reasonable	REQUIRED ST AND TITLE I FINDINGS	V-E If the foster care plan goal is relative plac	hhament of the child.	ile efforts to place the child in a timely manner in ac	cordance with the foster care plan and to comple	te the steps necessary to finalize the permanent j	slocement of the child.
COURT EVENT	Initial Permanenc If interim plan is a 55 16.1-282.1; 16.		If the foster care plan goal is another plan Reasonable efforts to place the child in a to	attion of parental rights at initial	permanency planning hearing.	Second Permanency Planning § 16.1-282.1		
TIMING	Within 5 months orights may be filed DC-552; DC-556; D	STAGE	3 PERMANENCY PLANNING	of petition of plan documenting termination C-331; DC-559	of parental rights is in child's best interest.	Within 6 months of initial permanency plannin	g hearing. Foster Care Placement Agreement (DSS Form): D(15438 - DC-458- DC-630
REQUIRED STATE AND TITLE IV-E FINDINGS	The reasonable eff If the foster Reasonable If the foster	COURT EVE	NT Initial Permanency Planning If interim plan is approved, comply with provision					
STAGE 4	POST PERMA	STATUTE	§ § 16.1-282.1; 16.1-281 B; 16.1-283					
COURT EVENT	Review of Foster (If legal custody re \$5 16.1-282.1 A1;	TIMING	Within 5 months of foster care review; or with rights may be filed after filing of plan documen			Adoption Progress Report Filed until final order of adoption; hearing on n 5§ 16.1-277.01 E; 16.1-277.02 D; 16.1-278.3 E;	16.1-283	
TIMING	Within 6 months (DC-552; DC-554; D	FORMS	DC-552; DC-556; DC-557; DC-511; DC-531; Perr	d, if plan is adoption.		Filed every 6 months from date of final order to Adoption Progress Report (DSS Form)	erminating parental rights.	
	The reasonable ef If the foster Reasonable If the foster Reasonable accordance RT FORMS gement of Next Hea	REQUIRED ST AND TITLE I FINDINGS	V-E Reasonable efforts to reunite the child wi	ster Care Plan Transmittal spositional Order for Underlying Pel		DC-558 Permanent Foster Care Placement Orde DC-559 Supplement to Order Transferring Custo	ody	SELECTED FORMS FOR APPELLATE PROCESS DC-S81 Notice of Appeal-Juvenile Civil Cases
DC-511 Petition DC-514 Order for A DC-526 Emergency	ppointment of Guar	STAGE 4	POST PERMANENCY PLANNING	cition for Foster Care Review Hearin ster Care Review Order Stion for Permanency Planning Hea	-	DC-561 Adjudicatory Order for Abuse or Neglec DC-562 Order for Custody Transfer to Agency DC-620 Affidavit (Uniform Child Custody Jurisdi		CC-1345 Notice of Appeal from Trial Court CIP/OES/SCV—July 1, 2014
	Child Protective On	COURT EVE	NT Review of Foster Care If legal custody remains with public or private a	rmanency Planning Order	ems	wc-sze kindévit (Uniform Child Custody Juhadii	own and enforcement Act) (UCUEA)	CIP/0e3/SCV —July 1, 2014 Final Version 1.0
		STATUTE	The state of the s					
	ı		of approving APPLA; or with					

Time Line and Related Forms Juvenile and Domestic Relations District Courts—Child Dependency Cases Abuse or Neglect and At-Risk of Abuse or Neglect Entrustment Agreement Relief of Custody Initial Foster Care Review - Disposition Ex Parte Hearing for: Hearing for: COURT EVENT Preliminary Child Protective Order Preliminary Child Protective Order (PPO) Abuse or Neglect; At-Risk of Abuse or When child enters care dispositionally as a Adjudication Disposition Neglect; Entrustment Agreement; Relief of result of Child in Need of Services/ **Emergency Removal Order** Preliminary Removal Order Supervision; Status Offense; or Delinquency 66 16 1-253: 16 1-251 66 16 1-253: 16 1-252 66 16.1-253 F: 16.1-252 G 66 16 1-2 66 16.1-278.4. 5. 6. or.8: 16.1-281 STATUTES -277.01:16.1-278.2 66 16 1-277 02: 16 1-278 2: 16 1-278 3 5 16.1-281 At time of disposition on underlying Upon filing of Petition (DC-511) Within 5 business days: Within 30 days of preliminary hearing, if no Within 60 45 days (75 days for Order of Within 60 days of initial hearing on petition Within 60 days of child's placement into After issuance of ex parte PPO. ion) of filing of petition to approve an adjudication at time of preliminary hearing. for relief of custody petition. foster care. After physical removal of the child. stment agreement. DC-527; DC-528; DC-508 DC-527; DC-561 DC-553, pp. 1, A and D; DC-532; DC-511; DC-553, pp. 1, B, 2, 3, and D; DC-511; DC-553, pp. 1, C, 2, 3, and D; DC-534; DC-562; DC-553, pp. 1, 2, 3, and D; DC-552; DC-534: DC-559: DC-514: DC-620: Entrustment FORMS DC-552 DC-559: DC-514: DC-620 Foster Care Plan (DSS Form); DC-545; Agreement (DSS Form) Exception - Abuse or Neglect & At-Risk Make required state and Title IV-E findings REQUIRED STATE • Continued placement in the home would be contrary to the welfare of the child. This finding must be in the first court order placing the child in foster care, even temporanly, or the child's entire stay in foster care will be ineligible for federal financial participation. Language in § 16.1-231 that cases: If child's custody is transferred for 1st time at disposition, initial foster care review is referenced to the left. AND TITLE IV-E FINDINGS Reasonable efforts to prevent removal. This finding must be obtained by the local agency within 60 days of the child's physical removal from the home. within 60 days of placement into foster care. STAGE 2 COURT EVENT Foster Care Review STATUTES 5 16.1-282 TIMING Within 4 months of dispositional hearing at which the initial foster care plan was reviewed. FORMS DC-552; DC-554; DC-555; DC-559; DC-620 The reasonable efforts finding must correspond with the goal approved in the order REQUIRED STATE Reasonable efforts to reunite the child with his parents, guardian or other person standing in loco parentis to the child. AND TITLE IV-E If the foster care plan goal is relative placement, adoption, or permanent foster care: FINDINGS Reasonable efforts to place the child in a timely manner in accordance with the foster care plan and to complete the steps necessary to finalize the permanent placement of the If the foster care pins goal is another planned permsenent living arrangement [APFA]: Reasonable agric in a timely monner in a consolance with the fester care plan and to monitor the child's status in another planned permsenent planned permsenent. OR reasonable afforts to place the child in a timely monner in accordance with the fester care plan and to complete the steps necessary to finalize the permsenent planned permsenent planned permsenent. OR reasonable afforts to place the child in a timely monner in accordance with the fester care plan and to complete the steps necessary to finalize the permsenent planned permsenent planned permsenent. OR reasonable afforts to place the child in a timely monner in accordance with the fester care plan and to complete the steps necessary to finalize the permsenent planned permsenent. STAGE 3 PERMANENCY PLANNING Initial Permanency Planning Termination of Parental Rights Second Permanency Planning COURT EVENT If interim plan is approved, comply with provisions of § 16.1-282.1 B. If no ter n of parental rights at initial pe cy planning hearing STATUTES 55 16.1-282.1; 16.1-281 B; 16.1-283 5 16.1-28 5 16.1-282.1 Within 5 months of foster care review; or within 30 days of finding reasonable efforts to reunite are not required. Petition for termination of parental Upon filir Within 6 months of initial permanency planning hearing. TIMING rights may be filed after filing of plan documenting termination of parental rights is in child's best interest. After filir I rights is in child's best interest nation of par DC-552; DC-556; DC-557; DC-511; DC-531; Permanent Foster Care Placement Agreement (DSS Form); DC-558; DC-559; DC-620 FORMS DC-511; DC DC-559 DC-556; DC-557; DC-511; DC-531; Permanent Foster Care Placement Agreement (DSS Form); DC-538; DC-529; DC-620 The reasonable efforts finding must correspond with the goal approved in the order REQUIRED STATE AND TITLE IV-E Reasonable efforts to reunite the child with his parents, guardian or other person standing in loco parentis to the child. If the foster care plan goal is relative placement, adoption, permanent foster care or another planned permanent living arrangement (APPLA): Reasonable efforts to achieve the permanent goal identified in the faster care plan. STAGE 4 POST PERMANENCY PLANNING Review of Foster Care **Adoption Progress Report** COURT EVENT If legal custody remains with public or private agency after permanent goal is ordered. Filed until final order of adoption; hearing on motion of a party or the court. STATUTES 55 16.1-282.1 A1: 16.1-282.2 55 16.1-277.01 E; 16.1-277.02 D; 16.1-278.3 E; 16.1-283 TIMING Within 6 months of approving APPLA; or within 12 months of ordering permanent foster care or termination of parental rights. Adoption Progress Report reviews Filed every 6 months from date of final order terminating parental rights. FORMS DC-552; DC-554; DC-555; DC-620; Adoption Progress Report (DSS Form) Adoption Progress Report (DSS Form) The reasonable efforts finding must correspond with the goal approved in the order If the foster care plan goal is permanent foster care or adoption: REQUIRED STATE Reasonable efforts to place the child in a timely manner in accordance with the foster care plan and to complete the steps necessary to finalize the permanent placement AND TITLE IV-E FINDINGS If the foster care plan goal is another planned permanent living arrangement (APPLA): Reasonable efforts to place the child in a timely manner in accordance with the foster care plan and to monitor the child's status in another planned permanent living arrangement in accordance with the foster care plan and to monitor the child's status in another planned permanent living arrangement. accordance with the faster care plan and to complete the steps necessary to finalize the permanent placement of the child. DISTRICT COURT FORMS DC-528 Preliminary Removal Order DC-552 Foster Care Plan Transmittal DC-558 Permanent Foster Care Placement Order SELECTED FORMS FOR APPELLATE PROCESS DC-508 Acknowledgement of Next Hearing Date DC-531 Order for Involuntary Termination of Residual Parental Rights DC-553 Dispositional Order for Underlying Petition, Foster Care Plan DC-559 Supplement to Order Transferring Custody DC-581 Notice of Appeal-Juvenile Civil Cases DC-532 Child Protective Order-Abuse and Neglect DC-554 Petition for Foster Care Review Hearing DC-561 Adjudicatory Order for Abuse or Neglect Cases CC-1345 Notice of Appeal from Trial Court

DC-555 Foster Care Review Order

DC-557 Permanency Planning Order

DC-556 Petition for Permanency Planning Hearing

DC-562 Order for Custody Transfer to Agency

DC-620 Affidavit (Uniform Child Custody Jurisdiction and Enforcement Act) (UCCJEA)

CIP/OES/SCV-July 1, 2014

Final Version 1.0

DC-514 Order for Appointment of Guardian Ad Litem

DC-527 Preliminary Child Protective Order-Abuse and Neelect

DC-526 Emergency Removal Order

DC-534 Order for Voluntary Termination of Residual Parental Rights

DC-545 Preliminary Child Protective Order

DC-546 Child Protective Order

Time Line and Related Forms										
	Juvenile and Domestic Relations District Courts—Child Dependency Cases									
STAGE 1	STAGE 1 PRE-DISPOSITION TO DISPOSITION									
	Abuse or Neglect and At-Risk of Abuse or Negle	ct			Entrustment Agreement	Relief of Custody	Initial Foster Care Review - Disposition			
COURT EVENT	Ex Parte Hearing for: Preliminary Child Protective Order or Emergency Removal Order	Hearing for: Preliminary Child Protective Order (PPO) or Preliminary Removal Order	Adjudication	Disposition	Disposition	Disposition	Abuse or Neglect; At-Risk of Abuse or Neglect; Entrustment Agreement; Relief of Custody; or	When child enters care dispositionally as a result of Child in Need of Services/ Supervision; Status Offense; or Delinquenc		
STATUTES	95 16.1-253; 16.1-251	§§ 16.1-253; 16.1-252	99 16.1-253 F; 16.1-252 G	95 16.1-278.2	55 16.1-277.01; 16.1-278.2	55 16.1-277.02; 16.1-278.2; 16.1-278.3	§ 16.1-281	55 16.1-278.4, .5, .6, or.8; 16.1-281		
TIMING	Upon filing of Petition (DC-511)	Within 5 business days: After issuance of ex parte PPO. After physical removal of the child.	Within 30 days of preliminary hearing, if no adjudication at time of preliminary hearing.	Within 60 days of preliminary hearing.	Within 45 days (75 days for Order of Publication) of filing of petition to approve an entrustment agreement.	Within 60 days of initial hearing on petition for relief of custody.	At time of disposition on underlying petition.*	Within 60 days of child's placement into foster care.		
FORMS	DC-511; DC-527; DC-526; DC-514; DC-620	DC-527; DC-528; DC-508	DC-527; DC-561	DC-553, pp. 1, A, 2, 3, and D; DC-532; DC-552	DC-511; DC-533, pp. 1, 8, 2, 3, and D; DC-534; DC-559; DC-514; DC-620; Entrustment Agreement (DSS Form)	DC-511; DC-533, pp. 1, C, 2, 3, and D; DC-534; DC-559; DC-514; DC-620	DC-552; Foster Care Plan (DSS Form)	DC-562; DC-553, pp. 1, 2, 3, and D; DC-552; Foster Care Plan (DSS Form); DC-545; DC-546; DC-514; DC-620		
REQUIRED STATE AND TITLE IV-E FINDINGS	Continued piacement in the home would be contrary to the weighter of the child. This finding must be in the first court order placing the child in foster care, even temporarily, or the child's entire stay in foster care will be ineligible for federal financial participation. Language in § 16.1-251 that a sec: if child's custody is transferred for 18.1 the saces: if child's custody is transferred for 18.1 the at disposition, initial foster care review is within 60 days of placement into foster care review is within 60 days of placement into foster care.									
STAGE 2	FOSTER CARE REVIEW									
COURT EVENT	Foster Care Review									
STATUTES	§ 16.1-282									
TIMING	Within 4 months of dispositional hearing at which	th the initial foster care plan was reviewed.								
FORMS	DC-552; DC-554; DC-555; DC-559; DC-620									
REQUIRED STATE AND TITLE IV-E FINDINGS	If the foster care plan goal is relative plac Reasonable efforts to place the child in a ti If the foster care plan goal is another plan	• "	ond to complete the steps necessary to finalize the		efforts to place the child in a timely manner in acc	ordance with the foster core plan and to comple	te the steps necessary to finalize the permanent ;	siacement of the child.		
STAGE 3	PERMANENCY PLANNING									
COURT EVENT	Initial Permanency Planning If interim plan is approved, comply with provisio	ns of § 16.1-282.1 B.		Termination of Parental Rights If no termination of parental rights at initial p	ermanency planning hearing.	Second Permanency Planning				
STATUTES	55 16.1-282.1; 16.1-281 B; 16.1-283			§ 16.1-283		§ 16.1-282.1				
TIMING		30 days of finding reasonable efforts to reunite are r ng termination of parental rights is in child's best inter		Upon filing of petition After filing of plan documenting termination o	parental rights is in child's best interest.	Within 6 months of initial permanency plannin	g hearing.			
FORMS	DC-552; DC-556; DC-557; DC-511; DC-531; Permi	anent Foster Care Placement Agreement (DSS Form); D	DC-558; DC-559; DC-620	DC-511; DC-531; DC-559		DC-556; DC-557; DC-511; DC-531; Permanent F	oster Care Placement Agreement (DSS Form); DC	-558; DC-559; DC-620		
REQUIRED STATE AND TITLE IV-E FINDINGS	_	t: n his parents, guardian or other person standing in locc ement, adoption, permanent foster care or another p								
STAGE 4	POST PERMANENCY PLANNING									
COURT EVENT	Review of Foster Care	accordance with the	e foster care plan a	ınd to compiete tin	June	Adoption Progress Report Filed until final order of adoption; hearing on m	notion of a party or the court.			
			, p		,	-4-4-1-77 01 E-16 1-277 02 D-16 1-278 3 E-	16.1-283			

DISTRICT COURT FORMS	DC-528 Preliminary Removal Order	
DC-508 Acknowledgement of Next Hearing Date	DC-531 Order for Involuntary Termination of Residual Parental Rights	
DC-511 Petition	DC-532 Child Protective Order-Abuse and Neglect	
DC-514 Order for Appointment of Guardian Ad Litem	DC-534 Order for Voluntary Termination of Residual Parental Rights	
DC-526 Emergency Removal Order	DC-545 Preliminary Child Protective Order	
DC-527 Preliminary Child Protective Order-Abuse and Neglect	DC-546 Child Protective Order	

CASES

PRACTICE TIPS



INQUIRE ABOUT...

INDIAN CHILD WELFARE ACT (25 U.S.C. § 1901, ET SEQ.). A common misconception about the Indian Child Welfare Act (ICWA) is that it does not apply in Virginia, because there are no federally recognized tribes in the Commonwealth. The truth is, ICWA does apply if, as defined by the law, (1) the proceeding is a child custody proceeding and (2) the child is an "Indian child." Accordingly, matters regarding a child's native heritage need to be clarified at the beginning of case proceedings to ensure that certain provisions of the law, such as notice to the tribe, are properly and timely followed.

The National Council for Juvenile and Family Court Judges (NCJFCJ) has developed, and makes available on its website (www.ncjfci.org), technical assistance documents addressing the requirements of ICWA.

INTERSTATE COMPACT ON THE PLACEMENT OF CHILDREN. When a local department of social services proposes to place a child in foster care outside of Virginia, the Interstate Compact on the Placement of Children (ICPC) requires that the sending state (i.e. Virginia) request permission from the receiving state to make the placement. Permission must be received before making the placement. Following this procedure ensures compliance with the placement laws of the receiving state, and provides a determination as to the appropriateness of the placement.

Should an expedited placement decision be appropriate, ICPC Regulation 7 establishes a process for a sending state to request an expedited decision by a receiving state for the placement of a child with a parent, stepparent, grandparent, adult uncle or aunt, adult brother or sister, or the child's guardian. Regulation 7 provides for the Court entering an Order for an Expedited Placement Decision.



REMEMBER TO FILE...

FORM DC-620, AFFIDAVIT (UNIFORM CHILD CUSTODY JURISDICTION AND ENFORCEMENT ACT). This form should accompany all petitions, motions to amend, and motions for show cause filed with the Court.

Virginia Code § 20-146.20 requires that in a child custody proceeding, each party, in its first pleading or in an attached affidavit, provide the child's present address or whereabouts, the places the child has lived during the past five years, and the names and present addresses of the persons with whom the child lived during that period.

FORM DC-418, AFFIDAVIT-DEFAULT JUDGMENT SERVICEMEMBERS CIVIL RELIEF ACT. This form should accompany all petitions, motions to amend, and motions for show cause filed with the Court

Virginia Code § 8.01-15.2 requires that <u>before</u> the Court enters a <u>judgment by default</u> against a respondent who does not make an appearance, the plaintiff must file with the Court an affidavit stating:

- whether or not the respondent is in military service; or
- that the plaintiff is unable to determine whether or not the respondent is in military service.

FORM DC-40, LIST OF ALLOWANCES. To receive payment for services and allowable expenses, guardians ad litem (GALs) and parent's counsel submit to the Court an itemized statement of the dates, times and tasks performed during the representation of the child(ren) or parents by using form DC-40, LIST OF ALLOWANCES. The DC-40 is submitted following the completion of each discrete stage of the foster care time line when the Court enters an appealable order. It is to be processed within 30 days of the local Court certifying the amount for payment. The Court-Appointed Procedures and Guidance Manual, available at http://www.courts.state.ya.us/lezal.html, includes additional information about the payment of GALs.



NOTE THE FOLLOWING ABOUT...

APPEALS INVOLVING CHILDREN IN FOSTER CARE. Virginia Code § 16.1-242.1 indicates that the Juvenile and Domestic Relations District Court retains jurisdiction to hear foster care review and permanency planning petitions while the earlier orders are pending appeal before the Circuit Court, the Virginia Court of Appeals or the Supreme Court of Virginia.

If the appeal is of a termination of parental rights case brought under § 16.1-283, the Circuit Court is to hold a hearing on the merits of the case within 90 days of perfecting the appeal. An appeal of the case to the Court of Appeals is to take precedence on the Court's docket. See § 16.1-296 D.

- APPEALABLE ORDERS. Appealable orders include:
- DC-532, CHILD PROTECTIVE ORDER-ABUSE AND NEGLECT
- DC-553, DISPOSITIONAL ORDER FOR UNDERLYING PETITION, FOSTER CARE PLAN
- DC-555, FOSTER CARE REVIEW ORDER
- DC-557, PERMANENCY PLANNING ORDER
- DC-531, ORDER FOR INVOLUNTARY TERMINATION OF PARENTAL RIGHTS

APPOINTMENTS OF GUARDIANS AD LITEM AND PARENT'S COUNSEL. It is recommended that guardians ad litem (GALs) and parent's counse be appointed at the time the child dependency petition is filed. This provides the greatest amount of time for the GAL and attorney(s) to contact their clients before the preliminary hearing and be prepared to represent them in the proceeding. If at any stage a parent chooses to retain counsel, the parent's court-appointed counsel can submit a DC-40, LIST of ALLOWANCES, for time expended on the case.

When accepting an appointment as a GAL or parent's counsel, the attorney should ensure his availability for subsequent hearing dates, particularly those which are to be held within the first 60 to 180 days. Relatively accurate estimates of subsequent hearing dates can be made using the Time Line on the reverse of this

Note: When a GAL for a child or parent's counsel is appointed, the parent(s) should complete the DC-333, FINANCIAL STATEMENT-EUGIBILITY DETERMINATION FOR INDIGENT DEFENSE SERVICES, to determine whether they will be responsible for the GAL fee and whether they qualify for court-appointed counsel. The GAL fee assessment should be made at the entry of each appealable order.



SUPPORT QUALITY CASE PROCESSING BY...

KNOWING THE TIME LINE. State and federal law require child dependency hearings be held within specified time frames, all of which are outlined in the time line located on the reverse of this document. These time frames are essential to ensuring that children achieve permanency as quickly as possible. Thus, it is important that paperwork be filed with the court and that hearings be scheduled in a timely manner.

When scheduling hearings, note the following:

- Hearings are to be held <u>within</u> the specified time frames. Nothing prohibits the scheduling of a hearing earlier than the time line requires.
- Disapproval of a foster care plan <u>does not extend</u> the date of the next required foster care plan review hearing on the time line (i.e. foster care reviews, initial permanency planning or second permanency planning). If a foster care plan is disapproved:
 - A subsequent hearing to review a new foster care plan should be held within 30 days of the hearing at which the foster care plan was disapproved.
 - b. The next event on the time line should be scheduled to occur from the date of the originally scheduled hearing at which the foster care plan was disapproved — not from the date of any subsequent hearing(s) to review and approve the foster care plan.
- Requests to continue a hearing should only be made and granted when there is an emergency or extraordinary circumstance. To avoid hearings being held outside of the required time frames, schedule them earlier than the time line requires to allow time for a continuance, should a continuance become necessary.

ENSURING THAT REQUIRED STATE AND FEDERAL FINDINGS

ARE MADE. In addition to time frames, state and federal law also require that certain findings be made to support a child's entry into and continued placement in foster care. Not making the proper findings can impact whether the child's foster care placement is eligible for reimbursement through Title IV-E — the federal funding program that assists states with providing safe and stable out-of-home care to children in foster care pending permanent placement (such as returning the child home, placing the child with a relative, or adoption). Therefore, it is important to review court orders to ensure that the proper findings have been made.

Court orders must be entered timely, accurately, and completely. For purposes of compliance with federal law, including funding, timeliness is dependent upon the date the order is signed — not the date of the hearing. Additionally, no error or omission can be corrected through the later entry of a "corrected" or nunc pro tunc order.

The time line located on the reverse of this document provides the findings necessary at each stage of the child dependency case process.

USING THE DISTRICT COURT FORMS. It is recommended that only District Court Forms designed for use in child dependency proceedings be completed in these matters. These orders contain the language necessary to ensure that required state and federal findings are made.

These forms are available to the Court through the Juvenile Case Management System (JCMS).

Attorneys may access these forms online through the Members Area of the Virginia State Bar's website (www.vsb.org). Forms provided on this site are updated on a regular basis, can be filled out online, and may be printed for submission to the Court.

REVIEWING COURT DOCUMENTATION FOR ACCURACY. Documents filed with or submitted for entry by the Court should be reviewed for accuracy. For example, always assure that the child's name, date of birth and other identifying information such as the court case number, are properly completed.

INDIAN CHILD WELFARE ACT (25 U.S.C. § 1901, ET SEQ.).

A common misconception about the Indian Child Welfare Act (ICWA) is that it does not apply in Virginia, because there are no federally recognized tribes in the Commonwealth. The truth is, ICWA does apply if, as defined by the law, (1) the proceeding is a child custody proceeding and (2) the child is an "Indian child." Accordingly, matters regarding a child's native heritage need to be clarified at the beginning of case proceedings to ensure that certain provisions of the law, such as notice to the tribe, are properly and timely followed.

The National Council for Juvenile and Family Court Judges (NCJFCJ) has developed, and makes available on its website (www.ncjfcj.org), technical assistance

Virginia) request permission from the receiving state to make the placement. Permission must be received before making the placement. Following this procedure ensures compliance with the placement laws of the receiving state, and provides a determination as to the appropriateness of the placement.

Should an expedited placement decision be appropriate, ICPC Regulation 7 establishes a process for a sending state to request an expedited decision by a receiving state for the placement of a child with a parent, stepparent, grandparent, adult uncle or aunt, adult brother or sister, or the child's guardian. Regulation 7 provides for the Court entering an Order for an Expedited Placement Decision.

Additional information about the ICPC is available through the Virginia Department of Social Services online at www.dss.virginia.gov or the Association of Administrators of the Interstate Compact on the Placement of Children (AAICPC) at https://icpc.aphsa.org/content/AAICPC/en/home.html.

Virginia) request permission from the receiving state to requirements of ICWA.

that the plaintiff is unable to determine whether or not the respondent is in military service.

To obtain information about the active duty status of military personnel, please visit the Servicemembers Civil Relief Act (SCRA) Website at https://www.dmdc.osd.mil/appi/scra/scraHome.do.

FORM DC-40, LIST OF ALLOWANCES. To receive payment for services and allowable expenses, guardians ad litem (GALs) and parent's counsel submit to the Court an itemized statement of the dates, times and tasks performed during the representation of the child(ren) or parents by using form DC-40, LIST OF ALLOWANCES. The DC-40 is submitted following the completion of each discrete stage of the foster care time line when the Court enters an appealable order. It is to be processed within 30 days of the local Court certifying the amount for payment. The Court-Appointed Procedures and Guidance Manual, available at http://www.courts.state.ya.us/lezal.html, includes additional information about the payment of GALs.

TE THE FOLLOWING

VING CHILDREN IN FOSTER CARE.

1-242.1 indicates that the Juvenile and is District Court retains jurisdiction to review and permanency planning he earlier orders are pending appeal Court, the Virginia Court of Appeals or tof Virginia.

of a termination of parental rights case 16.1-283, the Circuit Court is to hold a merits of the case within 90 days of peal. An appeal of the case to the Court take precedence on the Court's docket.

DERS. Appealable orders include:
PROTECTIVE ORDER-ABUSE AND NEGLECT
STONAL ORDER FOR UNDERLYING
ER CARE PLAN
C CARE REVIEW ORDER
INDERLY PLANNING ORDER
FOR INVOLUNTARY TERMINATION OF

APPOINTMENTS OF GUARDIANS AD LITEM AND PARENT'S COUNSEL. It is recommended that guardians ad litem (GALs) and parent's counsel be appointed at the time the child dependency petition is filed. This provides the greatest amount of time for the GAL and attorney(s) to contact their clients before the preliminary hearing and be prepared to represent them in the proceeding. If at any stage a parent chooses to retain counsel, the parent's court-appointed counsel can submit a DC-40, LIST of ALLOWANCES, for time expended on the case.

When accepting an appointment as a GAL or parent's counsel, the attorney should ensure his availability for subsequent hearing dates, particularly those which are to be held within the first 60 to 180 days. Relatively accurate estimates of subsequent hearing dates can be made using the Time Line on the reverse of this document.

Note: When a GAL for a child or parent's counsel is appointed, the parent(s) should complete the DC-333, FINANCIAL STATEMENT-EUGIBILITY DETERMINATION FOR INDIGENT DEFENSE SERVICES, to determine whether they will be responsible for the GAL fee and whether they qualify for court-appointed counsel. The GAL fee assessment should be made at the entry of each appealable order.



SUPPORT QUALITY CASE PROCESSING BY...

KNOWING THE TIME LINE. State and federal law require child dependency hearings be held within specified time frames, all of which are outlined in the time line located on the reverse of this document. These time frames are essential to ensuring that children achieve permanency as quickly as possible. Thus, it is important that paperwork be filled with the court and that hearings be scheduled in a timely manner.

When scheduling hearings, note the following:

- Hearings are to be held <u>within</u> the specified time frames. Nothing prohibits the scheduling of a hearing earlier than the time line requires.
- Disapproval of a foster care plan <u>does not extend</u> the date of the next required foster care plan review hearing on the time line (i.e. foster care reviews, initial permanency planning or second permanency planning). If a foster care plan is disapproved:
 - A subsequent hearing to review a new foster care plan should be held within 30 days of the hearing at which the foster care plan was disapproved.
 - b. The next event on the time line should be scheduled to occur from the date of the originally scheduled hearing at which the foster care plan was disapproved — not from the date of any subsequent hearing(s) to review and approve the foster care plan.
- Requests to continue a hearing should only be made and granted when there is an emergency or extraordinary circumstance. To avoid hearings being held outside of the required time frames, schedule them earlier than the time line requires to allow time for a continuance, should a continuance become necessary.

ENSURING THAT REQUIRED STATE AND FEDERAL FINDINGS

ARE MADE. In addition to time frames, state and federal law also require that certain findings be made to support a child's entry into and continued placement in foster care. Not making the proper findings can impact whether the child's foster care placement is eligible for reimbursement through Title IV-E — the federal funding program that assists states with providing safe and stable out-of-home care to children in foster care pending permanent placement (such as returning the child home, placing the child with a relative, or adoption). Therefore, it is important to review court orders to ensure that the proper findings have been made.

Court orders must be entered timely, accurately, and completely. For purposes of compliance with federal law, including funding, timeliness is dependent upon the date the order is signed — not the date of the hearing. Additionally, no error or omission can be corrected through the later entry of a "corrected" or nunc pro tunc order.

The time line located on the reverse of this document provides the findings necessary at each stage of the child dependency case process.

USING THE DISTRICT COURT FORMS. It is recommended that only District Court Forms designed for use in child dependency proceedings be completed in these matters. These orders contain the language necessary to ensure that required state and federal findings are made.

These forms are available to the Court through the Juvenile Case Management System (JCMS).

Attorneys may access these forms online through the Members Area of the Virginia State Bar's website (www.vsb.org). Forms provided on this site are updated on a regular basis, can be filled out online, and may be printed for submission to the Court.

REVIEWING COURT DOCUMENTATION FOR ACCURACY. Documents filed with or submitted for entry by the Court should be reviewed for accuracy. For example, always assure that the child's name, date of birth and other identifying information such as the court case number, are properly completed.

PRACTICE TIPS



INQUIRE ABOUT...

INDIAN CHILD WELFARE ACT (25 U.S.C. § 1901, ET A common misconception about the Indian Child W Act (ICWA) is that it does not apply in Virginia, be there are no federally recognized tribes in Commonwealth. The truth is, ICWA does apply defined by the law, (1) the proceeding is a child or proceeding and (2) the child is an "Indian of Accordingly, matters regarding a child's native he need to be clarified at the beginning of case process or the control of the law, su notice to the tribe, are properly and timely followed:

The National Council for Juvenile and Family Court. (NCIFCI) has developed, and makes available website (www.ncifci.org), technical as documents addressing the requirements of ICWA.

INTERSTATE COMPACT ON THE PLACEMENT CHILDREN. When a local department of social se proposes to place a child in foster care outsi Virginia, the Interstate Compact on the Placemet Children (ICPC) requires that the sending state Virginia) request permission from the receiving st make the placement. Permission must be rebefore making the placement. Following this processors compliance with the placement laws or enceiving state, and provides a determination as a appropriateness of the placement.

Should an expedited placement decision be approj ICPC Regulation 7 establishes a process for a sestate to request an expedited decision by a recstate for the placement of a child with a p stepparent, grandparent, adult uncle or aunt, brother or sister, or the child's guardian. Regula provides for the Court entering an Order for an Exp Placement Decision.

Additional information about the ICPC is available through the Virginia Department of Social Services at www.dss.virginia.gov or the Association Pliacement of the Interstate Compact of Pliacement of Children (AAICPC) at https://icpc.aphs content/AAICPC/en/home.html.

FORM DC-620, AFFIDAVIT (UNIFORM CHILD CUSTODY JURISDICTION AND ENFORCEMENT ACT). This form should accompany all petitions, motions to amend, and motions for show cause filed with the Court.

Virginia Code § 20-146.20 requires that in a child custody proceeding, each party, in its first pleading or in an attached affidavit, provide the child's present address or whereabouts, the places the child has lived during the past five years, and the names and present addresses of the persons with whom the child lived during that period.

FORM DC-418, AFFIDAVIT-DEFAULT JUDGMENT SERVICEMEMBERS CIVIL RELIEF ACT. This form should accompany all petitions, motions to amend, and motions for show cause filed with the Court.

Virginia Code § 8.01-15.2 requires that <u>before</u> the Court enters a <u>judgment by default</u> against a respondent who does not make an appearance, the plaintiff must file with the Court an affidavit stating:

- whether or not the respondent is in military service; or
- that the plaintiff is unable to determine whether or not the respondent is in military service.

To obtain information about the active duty status of military personnel, please visit the Servicemembers Civil Relief Act (SCRA) Website at https://



SUPPORT QUALITY CASE PROCESSING BY...

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ARE MADE. In addition to time frames, state and federal law also require that certain findings be made to support a child's entry into and continued placement in foster care. Not making the proper findings can impact whether the child's foster care placement is eligible for reimbursement through Title IV-E — the federal funding program that assists states with providing safe and stable out-of-home care to children in foster care pending permanent placement (such as returning the child home, placing the child with a relative, or adoption). Therefore, it is important to review court orders to ensure that the proper findings have been made.

Court orders must be entered timely, accurately, and completely. For purposes of compliance with federal law, including funding, timeliness is dependent upon the date the order is signed — not the date of the hearing. Additionally, no error or omission can be corrected through the later entry of a "corrected" or nunc pro tunc order.

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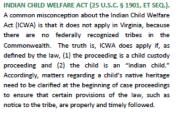
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PRACTICE TIPS



INQUIRE ABOUT...



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INTERSTATE COMPACT ON THE PLACEMENT OF CHILDREN. When a local department of social services proposes to place a child in foster care outside of Virginia, the Interstate Compact on the Placement of Children (ICPC) requires that the sending state (i.e. Virginia) request permission from the receiving state to make the placement. Permission must be received before making the placement. Following this procedure ensures compliance with the placement laws of the receiving state, and provides a determination as to the appropriateness of the placement.

Should an expedited placement decision be appropriate, ICPC Regulation 7 establishes a process for a sending state to request an expedited decision by a receiving state for the placement of a child with a parent, stepparent, grandparent, adult uncle or aunt, adult brother or sister, or the child's guardian. Regulation 7 provides for the Court entering an Order for an Expedited Placement Decision.

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REMEN

FORM DC-620, AFFIDAVI JURISDICTION AND ENI should accompany all p and motions for show car

Virginia Code § 20-146 custody proceeding, ead in an attached affidavit address or whereabouts, during the past five year addresses of the persor during that period.

FORM DC-418, AFF SERVICEMEMBERS CIVIL F accompany all petition motions for show cause f

Virginia Code § 8.01-15
Court enters a judgm
respondent who does n
plaintiff must file with the

- whether or not the service; or
- that the plaintiff is or not the responde

To obtain information al military personnel, plea Civil Relief Act (SC www.dmdc.osd.mil/appi,

FORM DC-40, LIST of payment for services guardians ad litem (GALS to the Court an itemized and tasks performed dur child(ren) or parents br ALLOWANCES. The DC-4 completion of each disc time line when the Courl It is to be processed wit certifying the amount Appointed Procedures on at https://www.courts.st additional information at deadlisticnal information at the services and servic

APPEALS INVOLVING CHILDREN IN FOSTER CARE.

Virginia Code § 16.1-242.1 indicates that the Juvenile and Domestic Relations District Court retains jurisdiction to hear foster care review and permanency planning petitions while the earlier orders are pending appeal before the Circuit Court, the Virginia Court of Appeals or the Supreme Court of Virginia.

If the appeal is of a termination of parental rights case brought under § 16.1-283, the Circuit Court is to hold a hearing on the merits of the case within 90 days of perfecting the appeal. An appeal of the case to the Court of Appeals is to take precedence on the Court's docket. See § 16.1-296 D.

APPEALABLE ORDERS. Appealable orders include:

- DC-532, CHILD PROTECTIVE ORDER-ABUSE AND NEGLECT
- DC-553, DISPOSITIONAL ORDER FOR UNDERLYING PETITION, FOSTER CARE PLAN
- DC-555, FOSTER CARE REVIEW ORDER
- DC-557, PERMANENCY PLANNING ORDER
- DC-531, ORDER FOR INVOLUNTARY TERMINATION OF PARENTAL RIGHTS

APPOINTMENTS OF GUARDIANS AD LITEM AND PARENT'S COUNSEL. It is recommended that guardians

's counsel be appointed at the

CASE

deral law require in specified time ne line located on time frames are e permanency as hat paperwork be e scheduled in a

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EDERAL FINDINGS

, state and federal made to support a cent in foster care. Expact whether the for reimbursement fing program that table out-of-home ending permanent home, placing the fore, it is important the proper findings Court orders must be entered timely, accurately, and completely. For purposes of compliance with federal law, including funding, timeliness is dependent upon the date the order is signed — not the date of the hearing. Additionally, no error or omission can be corrected through the later entry of a "corrected" or nunc pro tunc order.

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A Handbook for Parents and Guardians in Child Dependency Cases

What you need to know about the court process and the people helping you with your case.

A Resource for: Write your name here

Being involved in a child abuse, neglect and foster care case can be confusing and stressful for a family. Not knowing what to expect can make it even harder. This handbook will help you understand what will happen. Keep this handbook with you and write in it the names of the people who will be working with you and the dates of court hearings.

Manual para los padres y apoderados legales en casos de menores dependientes

Lo que usted debe saber sobre el proceso judicial y la gente que le ayuda en su caso.

El verse involucrado en un caso de maltrato o descuido de menores, o la pérdida de su patria potestad sobre un niño o niña dependiente, puede causar gran ansiedad y confusión en una familia. Lo cual es más duro todavía si se ignora lo que puede pasar. Este manual le ayudará a entender lo que sucede en tales casos. Manténgalo consigo y anote en él los nombres de todos los que trabajarán en el caso con usted, así como las fechas de sus citas judiciales.

Handbook for Parents and Guardians in Child Dependency Cases

Available in English and Spanish.

PRE-I	DISPOSITION TO D	ISPOSITION							
Abuse	or Neglect and At-Risk of A	Abuse or Neglect	:						Entr
Prelimi or	e Hearing for: nary Child Protective Orde ncy Removal Order	er	Hearing for: Preliminary Child Protective Orde or Preliminary Removal Order	er (PPO)	Adjudication		Disposition		Dis
§§ 16.1	-253; 16.1-251		§§ 16.1-253; 16.1-252		§§ 16.1-253 F; 16.1-252 G		§§ 16.1-278.2		§ Indings
Upon fi	Α		Within 5 business days: After issuance of ex parte PPO. After physical removal of the child	ı.	Within 30 days of preliminary adjudication at time of prelim	y hearing, if no Within 60 days of preliminary hearing.		ary hearing.	E
DC-511	DC-511; DC-527; DC-526; DC-514; DC-620 DC		DC-527; DC-528; DC-508		DC-527; DC-561		DC-553, pp. 1, A, 2, 3, and E DC-552); DC-532;	D D
AND TITLE IV-E FINDINGS	If the foster care plan goal is another plann Reasonable efforts to place the child in a time PERMANENCY PLANNING	ely manner in accordance with the ed permanent living arrangemen	e foster care plan and to complete the steps necessary to finalize the	d permanent living arrangement; Ol	R reasonable efforts to place the child in a timely manner in ac		nd to complete the steps necessary to finalize the perman	nent placement of the child.	
COURT EVENT	Initial Permanency Planning If interim plan is approved, comply with provisions	of § 16.1-282.1 B.		Termination of Parental Rights If no termination of parental right	ts at initial permanency planning hearing.	Second Permanency Planning			
STATUTES	55 16.1-282.1; 16.1-281 B; 16.1-283			§ 16.1-283	5 16.1-282.1				
TIMING	Within 5 months of foster care review; or within 3 rights may be filed after filing of plan documenting	days of finding reasonable effortermination of parental rights is	orts to reunite are not required. Petition for termination of parental in child's best interest.	Upon filing of petition After filing of plan documenting termination of parental rights is in child's best interest. Within 6 months		Within 6 months of initial perman	thin 6 months of initial permanency planning hearing.		
FORMS	DC-552; DC-556; DC-557; DC-511; DC-531; Perman	ent Foster Care Placement Agree	ment (DSS Form); DC-358; DC-559; DC-620	DC-511; DC-531; DC-539 DC-539; DC-531; DC-531		L; Permanent Foster Care Placement Agreement (DSS Form); DC-558; DC-559; DC-620			
EQUIRED STATE AND TITLE IV-E FINDINGS	The reasonable efforts finding must correspond will If the foster care plan goal is return home: Reasonable efforts to reunite the child with n If the foster care plan goal is relative placen Reasonable efforts to achieve the permanent	is parents, guardian or other per tent, adoption, permanent foste	son standing in loco parentis to the child. er care or another planned permanent living arrangement (APPLA):						
TAGE 4	POST PERMANENCY PLANNING								
COURT EVENT	Review of Foster Care If legal custody remains with public or private ager	ncy after permanent goal is order	red.			Adoption Progress Report Filed until final order of adoption;	hearing on motion of a party or the court.		
STATUTES	55 16.1-282.1 A1; 16.1-282.2					55 16.1-277.01 E; 16.1-277.02 D;			
TIMING	Within 6 months of approving APPLA; or within 12	months of ordering permanent	foster care or termination of parental rights. Adoption Progress Repo	ort reviewed, if plan is adoption.		Filed every 6 months from date of	final order terminating parental rights.		
FORMS	DC-552; DC-554; DC-555; DC-620; Adoption Progre	ss Report (DSS Form)				Adoption Progress Report (DSS Fo	rm)		
The reasonable efforts finding must correspond with the goal approved in the order. If the foster care plan goal is permanent foster care or adoption: Reasonable efforts to place the child in a timely manner in accordance with the foster care plan and to complete the steps necessary to finalize the permanent placement of the child. If the foster care plan goal is another planned permanent living arrangement (APPLA): Reasonable efforts to place the child in a timely manner in accordance with the foster care plan and to complete the steps necessary to finalize the permanent placement of the child. If the foster care plan goal is permanent in the plan and to complete the steps necessary to finalize the permanent placement of the child.				E reasonable efforts to place the child in a timely manner in					
ISTRICT COUR	T FORMS	OC-528 Preliminary Removal Ord	er	DC-552 Foster Care Plan Transmitta	al .	DC-558 Permanent Foster Care Pla	cement Order	SELECTED FORMS FOR APPELLAT	TE PROCESS
C-508 Acknowledg	ement of Next Hearing Date	OC-531 Order for Involuntary Ter	mination of Residual Parental Rights	DC-553 Dispositional Order for Und	derlying Petition, Foster Care Plan	DC-559 Supplement to Order Trans	sferring Custody	DC-581 Notice of Appeal-Juvenile	e Civil Case:
-511 Petition		OC-532 Child Protective Order-Ab	ouse and Neglect	DC-554 Petition for Foster Care Rev	view Hearing	DC-561 Adjudicatory Order for Abu	ise or Neglect Cases	CC-1345 Notice of Appeal from To	rial Court
-514 Order for Ap	pointment of Guardian Ad Litem	OC-534 Order for Voluntary Term	ination of Residual Parental Rights	DC-555 Foster Care Review Order		DC-562 Order for Custody Transfer	to Agency		
C-526 Emergency I		OC-545 Preliminary Child Protect	ive Order	DC-556 Petition for Permanency Pla	•	DC-620 Affidavit (Uniform Child Cu	stody Jurisdiction and Enforcement Act) (UCCJEA)	CIP/OES/SCV	
	Child Protective Order-Abuse and Neglect I	C-546 Child Protective Order		DC-557 Permanency Planning Orde	er .			Fin	nal Version 1

d Forms urts—Child Dependency Cases

Entrustment Agreement Relief of Custody Initial Foster Care Review - Disposition								
Disposition Neglect; Entrustment Agreement; Relief of resu	nen child enters care dispositionally as a sult of Child in Need of Services/ pervision; Status Offense; or Delinquency							
§§ 16.1-277.01; 16.1-278.2	16.1-278.4, .5, .6, or.8; 16.1-281							
	ithin 60 days of child's placement into ster care.							
DC-534; DC-559; DC-514; DC-620; Entrustment DC-559; DC-514; DC-620 Fos	-562; DC-553, pp. 1, 2, 3, and D; DC-552; ster Care Plan (DSS Form); DC-545; -546; DC-514; DC-620							
* Exception - Abuse or Neglect & At-Risk cases: If child's custody is transferred for 1st time at disposition, initial foster care review is								
TIGHTING In the second to the control of totter care review, or within 30 days of finding reasonable efforts to reunite are not required. Pebbon for termination of parental Upon thing turped inghts may be filed after filing of plan documenting termination of parental rights is in child's best interest. After filing of plan documenting termination of parental rights is in child's best interest.								
FORMS DC-532; DC-535; DC-531; DC-531; DC-531; DC-531; DC-532;	er Care Placement Agreement (DSS Form); DC-538; DC-539; DC-620							
The reasonable efforts finding must correspond with the goal approved in the order. REQUIRED STATE AND TITLE IN-E PRIODINGS If the foster care plan goal is relative placement, adoption, permanent to totar care or another planned permanent (APPLA): Reasonable afforts to revisive the parmmaner good isemfified in the foster core plan.								
STAGE 4 POST PERMANENCY PLANNING								
COURT EVENT Review of Foster Care If legal custody remains with public or private agency after permanent goal is ordered. Adoption Progress Report Filed until final order of adoption; hearing on motion	ion of a party or the court.							
STATUTES 55 16-1-282 1 A1; 16-1-282 2 55 16-1-277.01 2; 16-1-277.02 D; 16-1-277.02 D; 16-1-277.02 D; 16-1-278.3 E; 16-1-	1-283							
TIMING Within 6 months of approving APPLA; or within 12 months of ordering permanent foster care or termination of parental rights. Adoption Progress Report reviewed, if plan is adoption.	inating parental rights.							
FORMS DC-332; DC-333; DC-430; Dc-333; DC-430; Adoption Progress Report (DSS Form) Adoption Frogress Report (DSS Form)								
The reasonable efforts finding must correspond with the goal approved in the order. If the foster care plan goal is permanent foster care or adoption: Resource first to piece the child in a timely manner in accordance with the foster care plan and to complete the steps necessary to finalize the permanent piecement of the child. If the foster care plan goal is another planned permanent living arrangement (APPLA): Resource plan goal is another planned permanent living arrangement (APPLA): Resource with the foster care plan goal is another planned permanent living arrangement; OR resonable efforts to piece the child in a timely manner in accordance with the foster care plan and to monitor the child's status in another planned permanent (iving arrangement; OR resonable efforts to piece the child in a timely manner in accordance with the foster care plan and to complete the steps necessary to finalize the permanent piecement of the child.								
DISTRICT COURT FORMS DC-528 Preliminary Removal Order DC-552 Foster Care Plan Transmittal Dc-558 Permanent Foster Care Placement Order	SELECTED FORMS FOR APPELLATE PROCESS							
DC-508 Acknowledgement of Next Hearing Date DC-531 Order for Involuntary Termination of Residual Parental Rights DC-533 Dispositional Order for Underlying Petition, Foster Care Plan DC-559 Supplement to Order Transferring Custody	DC-581 Notice of Appeal-Juvenile Civil Cases							
DC-511 Petition DC-532 Child Protective Order-Abuse and Neglect DC-554 Petition for Poster Care Review Hearing DC-561 Adjudicatory Order for Abuse on Neglect Case	sees CC-1345 Notice of Appeal from Trial Court							
DC-534 Order for Appointment of Guardian Ad Litem DC-534 Order for Voluntary Termination of Rezidual Parental Rights DC-555 Foster Care Review Order DC-555 Order for Custody Transfer to Agency								
DC-526 Emergency Removal Order DC-549 Preliminary Child Protective Order DC-556 Petition for Permanency Planning Hearing DC-640 Affidavit (Uniform Child Custody Jurisdiction	n and Enforcement Act) (UCCIEA) CIP/OES/SCV—July 1, 201							
DC-527 Preliminary Child Protective Order-Abuse and Neglect DC-546 Child Protective Order DC-557 Permanency Planning Order	Final Version 1.							

d Forms urts—Child Dependency Cases

DC-526 Emergency Removal Order

DC-527 Preliminary Child Protective Order-Abuse and Neglect

DC-545 Preliminary Child Protective Order

DC-546 Child Protective Order

co							
S	Entrustment Agreement Relief of Custody Initial Fost		Initial Foster Care Review	- Disposition			
	Disposition	Disposition		Abuse or Neglect; At-Risk of Abuse or Neglect; Entrustment Agreement; Relief of Custody; or		When child enters care dispositionally as a result of Child in Need of Services/ Supervision; Status Offense; or Delinquency	
	§§ 16.1-277.01; 16.1-278.2	§§ 16.1-277.02; 16.1-278.	2; 16.1-278.3	§ 16.1-281		§§ 16.1-278.4, .5, .6, or	.8; 16.1-281
	Within 45 days (75 days for Order of Publication) of filing of petition to approve an entrustment agreement. Within 60 days of initial hearing on petition for relief of custody. At time of disposition on under petition.*		underlying	Within 60 days of child foster care.	's placement into		
	DC-511; DC-553, pp. 1, B, 2, 3, and D; DC-534; DC-559; DC-514; DC-620; Entrustment Agreement (DSS Form)	DC-511; DC-553, pp. 1, C, DC-559; DC-514; DC-620	2, 3, and D; DC-534;	DC-552; Foster Care Plan (DSS Form)		DC-562; DC-553, pp. 1, 2, 3, and D; DC-552; Foster Care Plan (DSS Form); DC-545; DC-546; DC-514; DC-620	
entire st	ay in foster care will be ineligible for federal fina	unite are not required. Petition for termination of parent		* Exception - Abuse or No cases: If child's custody is time at disposition, initial	transferred for 1st foster care review is	Make required state an referenced to the left.	d Title IV-E findings
FORMS	DC-352; DC-356; DC-357; DC-311; DC-331; Permanent Foster Care Placement Agreement (D		DC-511; DC-531; DC-559	Diacellie		nent Foster Care Placement Agreement (DSS Form)	DC-558; DC-559; DC-620
REQUIRED S AND TITLE FINDING	V-E Reasonable efforts to reunite the child with his parents, guardian or other person stan	-	A):			•	
STAGE 4	POST PERMANENCY PLANNING						
COURT EVE	Review of Foster Care If legal custody remains with public or private agency after permanent goal is ordered.				Adoption Progress Report Filed until final order of adoption; hearing	on motion of a party or the court.	
STATUTE	5 55 16.1-282.1 A1; 16.1-282.2				55 16.1-277.01 E; 16.1-277.02 D; 16.1-278	3.3 E; 16.1-283	
TIMING	Within 6 months of approving APPLA; or within 12 months of ordering permanent foster ca	re or termination of parental rights. Adoption Progress R	Report reviewed, if plan is adoption.		Filed every 6 months from date of final or	der terminating parental rights.	
FORMS	DC-552; DC-554; DC-555; DC-620; Adoption Progress Report (DSS Form)				Adoption Progress Report (DSS Form)		
REQUIRED S AND TITLE FINDING	V-E Reasonable efforts to place the child in a timely manner in accordance with the joster	A): care plan and to monitor the child's status in another plan		ssonable efforts to place the child in a timely manner in			
DISTRICT (COURT FORMS DC-528 Preliminary Removal Order		DC-552 Foster Care Plan Transmittal		DC-558 Permanent Foster Care Placement	Order	SELECTED FORMS FOR APPELLATE PROCESS
DC-508 Ackno	owledgement of Next Hearing Date DC-531 Order for Involuntary Termination	n of Residual Parental Rights	DC-553 Dispositional Order for Underly	ing Petition, Foster Care Plan	DC-559 Supplement to Order Transferring	Custody	DC-581 Notice of Appeal-Juvenile Civil Cases
DC-511 Petiti	on DC-532 Child Protective Order-Abuse and	Neglect	DC-554 Petition for Foster Care Review	Hearing	DC-561 Adjudicatory Order for Abuse or No	eglect Cases	CC-1345 Notice of Appeal from Trial Court
DC-514 Order	for Appointment of Guardian Ad Litem DC-534 Order for Voluntary Termination of	of Residual Parental Rights	DC-555 Foster Care Review Order		DC-562 Order for Custody Transfer to Ager	ncy	

DC-556 Petition for Permanency Planning Hearing

DC-557 Permanency Planning Order

DC-620 Affidavit (Uniform Child Custody Jurisdiction and Enforcement Act) (UCCJEA)

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	Initial Foster	Care Review - Disposition					
STAGE COURTEV		rustment Agreement; Relief of r	When child enters care dispositionaliesult of Child in Need of Services/ Supervision; Status Offense; or Deli	´ _	Initial Foster Care Review - Dispos Abuse or Neglect, At-Risk of Abuse Neglect, Entrustment Agreement; R		
STAT	§ 16.1-281	§	§ 16.1-278.4, .5, .6, or.8; 16.1-281	2; 15 tring	278.3 § 16.1-281 on petition At time of disposition on underlying petition.*	55 16.1-278.4, .5, .6, or.8; 16.1-281	
ition	At time of disposition on underlying petition.* Within 60 days of child's placement into foster care.			0 0-334: DC-332; Foster Care Plan (DSS Form) 6 1-231 that * Exception - Abuse or Neglect & Atcases; if child's custody is transferred within 60 days of placement into fost	DC-562; DC-553, pp. 1, 2, 3, and D; DC-552; Foster Care Plan (DS Form); DC-445; DC-549; DC-534; DC-620 Risk Make required state and Title IV-E findings referenced to the left.		
OC-534	l; DC-552; Fost	· · · · · · · · · · · · · · · · · · ·	DC-562; DC-553, pp. 1, 2, 3, and D; DC-552; Foster Care Plan (DSS Form); DC-545; DC-546; DC-514; DC-620				
REQUIRED STATE AND TITLE IV-E FINDINGS	If the foster care plan goal is relative plan Reasonable efforts to place the child in a If the foster care plan goal is another plan	ne: th nis parents, guardian or other person standing in loco parentis to the child. scement, adoption, or permanent foster care: timely manner in accordance with the foster care plan and to complete the steps necessary to finalize to anneed permanent living arrangement (APPLA): timely manner in accordance with the foster care plan and to monitor the child's status in another plan		ccordance with the foster care plan o	and to complete the steps necessary to finalize the pe	monent placement of the child.	
STAGE 3	PERMANENCY PLANNING						
COURT EVENT	Initial Permanency Planning If interim plan is approved, comply with provisi	ons of § 16.1-282.1 B.	Termination of Parental Rights If no termination of parental rights at initial permanency planning hearing.	Second Permanency Planning			
STATUTES	55 16.1-282.1; 16.1-281 B; 16.1-283		§ 16.1-283	5 16.1-282.1			
TIMING		in 30 days of finding reasonable efforts to reunite are not required. Petition for termination of parent ting termination of parental rights is in child's best interest.	al Upon filing of petition After filing of plan documenting termination of parental rights is in child's best interest.	Within 6 months of initial perma	Il permanency planning hearing.		
FORMS	DC-552; DC-556; DC-557; DC-511; DC-531; Pern	manent Foster Care Placement Agreement (DSS Form); DC-938; DC-939; DC-620	DC-511; DC-531; DC-559	DC-556; DC-557; DC-511; DC-531	; Permanent Foster Care Placement Agreement (DSS	Form); DC-558; DC-559; DC-620	
REQUIRED STATE AND TITLE IV-E FINDINGS	-	ne: In his parents, guardian or other person standing in loco parentis to the child. scement, adoption, permanent foster care or another planned permanent living arrangement [APPLI);·				
STAGE 4	POST PERMANENCY PLANNING						
COURT EVENT	Review of Foster Care If legal custody remains with public or private a	agency after permanent goal is ordered.		Adoption Progress Report Filed until final order of adoption	; hearing on motion of a party or the court.		
STATUTES	55 16.1-282.1 A1; 16.1-282.2			55 16.1-277.01 E; 16.1-277.02 D;			
TIMING	Within 6 months of approving APPLA; or within	n 12 months of ordering permanent foster care or termination of parental rights. Adoption Progress R	eport reviewed, if plan is adoption.	Filed every 6 months from date of	f final order terminating parental rights.		
FORMS	DC-552; DC-554; DC-555; DC-620; Adoption Pro	ogress Report (DSS Form)		Adoption Progress Report (DSS F	orm)		
REQUIRED STATE AND TITLE IV-E FINDINGS	 If the foster care plan goal is another plan Reasonable efforts to place the child in a 						
DISTRICT COUR	T FORMS	DC-528 Preliminary Removal Order	DC-552 Foster Care Plan Transmittal	DC-558 Permanent Foster Care Pla	acement Order	SELECTED FORMS FOR APPELLATE PROCESS	
DC-508 Acknowledg	ement of Next Hearing Date	DC-531 Order for Involuntary Termination of Residual Parental Rights	DC-553 Dispositional Order for Underlying Petition, Foster Care Plan	DC-559 Supplement to Order Tran	sferring Custody	DC-581 Notice of Appeal-Juvenile Civil Cases	
DC-511 Petition		DC-532 Child Protective Order-Abuse and Neglect	DC-554 Petition for Foster Care Review Hearing	DC-561 Adjudicatory Order for Ab	use or Neglect Cases	CC-1345 Notice of Appeal from Trial Court	
	pointment of Guardian Ad Litem	DC-534 Order for Voluntary Termination of Residual Parental Rights	DC-555 Foster Care Review Order	DC-562 Order for Custody Transfe			
DC-526 Emergency I		DC-545 Preliminary Child Protective Order	DC-556 Petition for Permanency Planning Hearing	DC-620 Affidavit (Uniform Child Co	ustody Jurisdiction and Enforcement Act) (UCCJEA)	CIP/OES/SCV—July 1, 2014	
DC-527 Preliminary	Child Protective Order-Abuse and Neglect	DC-546 Child Protective Order	DC-557 Permanency Planning Order			Final Version 1.0	

	Time Line and Related Forms									
	Juvenile and Domestic Relations District Courts—Child Dependency Cases									
	Abuse or Neglect and At-Risk of Abuse or Negle				Entrustment Agreement	Relief of Custody	Initial Foster Care Review - Disposition			
COURT EVENT	Ex Parte Hearing for: Preliminary Child Protective Order or Emergency Removal Order	Hearing for: Preliminary Child Protective Order (PPO) or Preliminary Removal Order	Adjudication	Disposition	Disposition	Disposition	Abuse or Neglect; At-Risk of Abuse or Neglect; Entrustment Agreement; Relief of Custody; or	When child enters care dispositionally as a result of Child in Need of Services/ Supervision; Status Offense; or Delinquency		
STATUTES	66 16.1-253: 16.1-251	§§ 16.1-253; 16.1-252	66 16.1-253 F: 16.1-252 G	§§ 16.1-278.2	56 16.1-277.01: 16.1-278.2	66 16.1-277.02: 16.1-278.2: 16.1-278.3	6 16.1-281	55 16.1-278.4, .5, .6, or.8; 16.1-281		
TIMING	Upon filing of Petition (DC-511)	Within 5 business days: After issuance of ex parte PPO. After physical removal of the child.	Within 30 days of preliminary hearing, if no adjudication at time of preliminary hearing.	Within 60 days of preliminary hearing.	Within 45 days (73 days for Order of Publication) of filing of petition to approve an entrustment agreement.	Within 60 days of initial hearing on petition for relief of custody.	At time of disposition on underlying petition.*	Within 60 days of child's placement into foster care.		
FORMS	DC-511; DC-527; DC-526; DC-514; DC-620	DC-527; DC-528; DC-508	DC-527; DC-561	DC-553, pp. 1, A, 2, 3, and D; DC-532; DC-552	DC-511; DC-533, pp. 1, 8, 2, 3, and D; DC-534; DC-539; DC-514; DC-620; Entrustment Agreement (DSS Form)	DC-511; DC-553, pp. 1, C, 2, 3, and D; DC-534; DC-559; DC-514; DC-620	DC-552; Foster Care Plan (DSS Form)	DC-562; DC-553, pp. 1, 2, 3, and D; DC-552; Foster Care Plan (DSS Form); DC-545; DC-546; DC-514; DC-620		
REQUIRED STATE AND TITLE IV-E FINDINGS	cases: If child's custody us transferred for 1st in experiment in federal law.									
COURT EVENT	Foster Care Review									
STATUTES	§ 16.1-282									
TIMING	Within 4 months of dispositional hearing at which	ch the initial foster care plan was reviewed.								
FORMS	DC-552; DC-554; DC-555; DC-559; DC-620									
REQUIRED STATE AND TITLE IV-E FINDINGS STAGE 3 COURT EVENT STATUTES TIMING	* If the foster care plan goal is relative placement, adoption, or permanent toster care: **Reporting afforts to place the cities in a simple manager in accordance with the foster care along and to complete the steas accessor in finalize the assumption of the cities and the complete the steas accessor in finalize the assumption of the cities ac									
FORMS REQUIRED STATE AND TITLE IV-E	The s	in 4 months of o	dispositional he	aring at which	the initial foste	r care plan was	reviewed.	9; DC-620		
FINDINGS STAGE 4	DC-5	52; DC-554; DC-	555; DC-559; D	C-620						
COURT EVENT	Review of Foster Care If legal custody remains with public or private as	sency after permanent goal is ordered.				Adoption Progress Report Filed until final order of adoption; hearing on m	notion of a party or the court.			
STATUTES	55 16.1-282.1 A1; 16.1-282.2	A 1 - Landson Orange and an analysis				55 16.1-277.01 E: 16.1-277.02 D: 16.1-278.3 E:				
TIMING		12 months of ordering permanent foster care or term	ination of parental rights. Adoption Progress Res	port reviewed, if plan is adoption.		Filed every 6 months from date of final order to				
FORMS	DC-552; DC-554; DC-555; DC-620; Adoption Prog		. , , , , , , , ,			Adoption Progress Report (DSS Form)				
	The reasonable efforts finding must correspond									
REQUIRED STATE	If the foster care plan goal is permanent to	foster care or adoption:	and to complete the steer recorrect to first the	a parmanent placement of the child						
AND TITLE IV-E FINDINGS	If the foster care plan goal is another plan Reasonable efforts to place the child in a ti	imely manner in accordance with the foster care plan- nned permanent living arrangement (APPLA): imely manner in accordance with the foster care plan- to complete the steps necessory to finalize the perman	and to monitor the child's status in another plann		le efforts to place the child in a timely manner in					
DISTRICT COU		DC-528 Preliminary Removal Order		DC-552 Foster Care Plan Transmittal		DC-558 Permanent Foster Care Placement Orde	г	SELECTED FORMS FOR APPELLATE PROCESS		
	Igement of Next Hearing Date	DC-531 Order for Involuntary Termination of Residu	ial Parental Rights	DC-553 Dispositional Order for Underlying Pet	ition, Foster Care Plan	DC-559 Supplement to Order Transferring Custo		DC-581 Notice of Appeal-Juvenile Civil Cases		
DC-511 Petition		DC-532 Child Protective Order-Abuse and Neglect	-	DC-554 Petition for Foster Care Review Hearin		DC-561 Adjudicatory Order for Abuse or Neglect		CC-1345 Notice of Appeal from Trial Court		
DC-514 Order for A	Appointment of Guardian Ad Litem	DC-534 Order for Voluntary Termination of Residua	I Parental Rights	DC-555 Foster Care Review Order	-	DC-562 Order for Custody Transfer to Agency				
DC-526 Emergency		DC-545 Preliminary Child Protective Order	-	DC-556 Petition for Permanency Planning Hea	ring	DC-620 Affidavit (Uniform Child Custody Jurisdic	tion and Enforcement Act) (UCCIEA)	CIP/OES/SCV—July 1, 201		
DC-E37 Preliminan	y Child Protective Order-Abuse and Neglect	DC-546 Child Protective Order		DC-557 Permanency Planning Order				Final Version 1		

	Time Line and Related Forms Juvenile and Domestic Relations District Courts—Child Dependency Cases									
CTACE 1										
STAGE I	PRE-DISPOSITION TO DISPOSITIO Abuse or Neglect and At-Risk of Abuse or Negle				Entrustment Agreement	Relief of Custody	Initial Foster Care Review - Disposition			
	Ex Parte Hearing for:	Hearing for:			Entrustment Agreement	Relief of Custody	Initial Foster Care Review - Disposition			
COURT EVENT	Preliminary Child Protective Order or	Preliminary Child Protective Order (PPO) or	Adjudication	Disposition	Disposition		Abuse or Neglect; At-Risk of Abuse or Neglect; Entrustment Agreement; Relief of	When child enters care dispositionally as a result of Child in Need of Services/		
	Emergency Removal Order	Preliminary Removal Order					Custody; or	Supervision; Status Offense; or Delinquency		
TIMING	Initial Permane If interim plan i	ency Planning is approved, comp	oly with provisi	ons of § 16.1-2	82.1 B.			0		
REQUIRED STA AND TITLE IV FINDING	^{πε√} δδ 16 1 202 1⋅16 1 201 p⋅16 1 202									
cou	Within 5 mont	hs of foster care r	eview or with	in 30 days of fi	nding reasonabl	e efforts to reun	ite are not req	uired. Petit		
7		iled after filing of								
	rights may be i	iled after filling of	pian documen	ung termination	ii oi parciitai iigi	its is in child's be	of interest.			
1										
REQUI	DC-552; DC-550	6; DC-557; DC-511	l: DC-531: Perr	nanent Foster (Care Placement A	Agreement (DSS)	Form); DC-558	: DC-559: D		
AND T	Keasonable efforts to place the child in a t	amery manner in accordance with the foster care plan a	na to complete the steps necessary to pholize	ne permanent placement of the chila.		· ·	,,	,		
		nned permanent living arrangement (APPLA): imply manner in accordance with the foster care plan a	nd to monitor the child's status in another pla	ned permanent living arrangement; OR reason	ble efforts to place the child in a timely manner in a	ccordance with the foster care plan and to complete	the steps necessary to finalize the permanent	t placement of the child.		
STAGE 3	PERMANENCY PLANNING		·	4	2					
COURT EVENT	nibal Permanency Planning			Termination of Parental Rights		Second Permanency Planning				
STATUTES	f interim plan is approved, comply with provision 54 16.1-282.1: 16.1-281 B: 16.1-283	ns or g 16.1-282.1 B.		If no termination of parental rights at initial	il permanency planning hearing.	5 16.1-282.1				
TIMING		n 30 days of finding reasonable efforts to reunite are n	ot required. Petition for termination of paren			Within 6 months of initial permanency planning hearing.				
		ing termination of parental rights is in child's best intere			n of parental rights is in child's best interest.					
FORMS	DC-552; DC-556; DC-557; DC-511; DC-531; Perm The reasonable efforts finding must correspond	anent Foster Care Placement Agreement (DSS Form); D	C-558; DC-559; DC-620	DC-511; DC-531; DC-559		DC-556; DC-557; DC-511; DC-531; Permanent Fo	ster Care Placement Agreement (DSS Form); [DC-558; DC-559; DC-620		
REQUIRED STATE	If the foster care plan goal is return home.	E:								
AND TITLE IV-E FINDINGS		h his parents, guardian or other person standing in loco tement, adoption, permanent foster care or another pi		i):						
	Reasonable efforts to achieve the perman									
STAGE 4	POST PERMANENCY PLANNING									
COURT EVENT	Review of Foster Care If legal custody remains with public or private a	gency after permanent goal is ordered.				Adoption Progress Report Filed until final order of adoption; hearing on mo	tion of a party or the court.			
STATUTES	55 16.1-282.1 A1; 16.1-282.2					55 16.1-277.01 E; 16.1-277.02 D; 16.1-278.3 E; 1	6.1-283			
TIMING	Within 6 months of approving APPLA; or within	12 months of ordering permanent foster care or termin	nation of parental rights. Adoption Progress R	eport reviewed, if plan is adoption.		Filed every 6 months from date of final order ter	minating parental rights.			
FORMS	DC-552; DC-554; DC-555; DC-620; Adoption Pro	gress Report (DSS Form)								
REQUIRED STATE	The reasonable efforts finding must correspond with the goal approved in the order. O STATE The reasonable efforts finding must correspond with the goal approved in the order.									
AND TITLE IV-E	Reasonable efforts to place the child in a t	foster care or adoption: imely manner in accordance with the foster care plan a	nd to complete the steps necessary to finalize	the permonent placement of the child.						
AND TITLE IV-E FINDINGS	Reasonable efforts to place the child in a t If the foster care plan goal is another pla Reasonable efforts to place the child in a t accordance with the foster care plan and	foster care or adoption:	nd to monitor the child's status in another pla		able efforts to place the child in a timely manner in					
AND TITLE IV-E FINDINGS DISTRICT COUL	Reasonable efforts to place the child in a t If the foster care plan goal is another plan Reasonable efforts to place the child in a t accordance with the foster care plan and t IRT FORMS	foster care or adoption: imaly manner in accordance with the foster care plan a nned permanent living arrangement (APPLA): imaly manner in accordance with the foster care plan a to complete the staps necessory to finalize the permane DC-528 Preliminary Removal Order	nd to monitor the child's status in another plai nt placement of the child.	nned permanent living arrangement; <u>OR</u> reasons DC-552 Foster Care Plan Transmittal		DC-558 Permanent Foster Care Placement Order		SELECTED FORMS FOR APPELLATE PROCESS		
AND TITLE IV-E FINDINGS DISTRICT COUI DC-508 Acknowled	Reasonable efforts to place the child in a t If the foster care plan goal is another pla Reasonable efforts to place the child in a t accordance with the foster care plan and	toster care or adoption: innel y manner in accordance with the foster care plan a nance permanent fiving arrangement (APPLA): simely menner in accordance with the foster care plan a complete the steps necessary to finalize the permane DC-528 Preliminary Removal Order DC-531 Order for Involuntary Termination of Residua	nd to monitor the child's status in another plai nt placement of the child.	ned permanent living arrangement; <u>DR</u> reasons DC-552 Foster Care Plan Transmittal DC-553 Dispositional Order for Underlying P	ebition, Foster Care Plan	DC-559 Supplement to Order Transferring Custod		DC-581 Notice of Appeal-Juvenile Civil Cases		
DISTRICT COUI DC-508 Acknowled DC-511 Petition	Reasonable efforts to place the child in a t If the foster care plan goal is another pla Reasonable efforts to place the child in a t accordance with the foster care plan and I IRT FORMS dgement of Next Hearing Date	Toster care or adoption: inner) manner in accordance with the foster care plan an need permanent living arrangement (APPLA): imally menner in accordance with the foster care plan at complate the steps necessary to finalize the permane DC-528 Preliminary Removal Order DC-531 Order for Involuntary Termination of Residue DC-532 Child Protective Order-Abuse and Neglect	nd to monitor the child's status in onether plan nt placement of the child.	ined permanent living arrangement; <u>OR</u> reasons DC-852 Foster Care Plan Transmittal DC-853 Dispositional Order for Underlying P DC-854 Petition for Foster Care Review Hea	ebition, Foster Care Plan	DC-559 Supplement to Order Transferring Custoo DC-561 Adjudicatory Order for Abuse or Neglect				
DISTRICT COUI DC-508 Acknowled DC-511 Petition DC-514 Order for A	Reasonable afforts to place the child in a t If the foster care plan goal is another pla Reasonable afforts to place the child in a t Reasonable afforts to place the child in a cocordance with the foster care plan and i IRT FORMS dgement of Next Hearing Date Appointment of Guardian Ad Litem	floster care or adoption: imakey manner in accordance with the foster care plan at naned permanent living arrangement (APPLA): imakey manner in accordance with the foster care plan at complate the staps necessary for finals the permane DC-528 Preliminary Removal Order DC-531 Order for Involuntary Termination of Residual DC-532 Child Protective Order-Abuse and Neglect DC-534 Order for Voluntary Termination of Residual	nd to monitor the child's status in onether plan nt placement of the child.	ined permanent living arrangement; <u>OS</u> reasons DC-852 Foster Care Plan Transmittal DC-853 Dispositional Order for Underlying P DC-854 Petition for Foster Care Review Heal DC-855 Foster Care Review Order	etition, Foster Care Plan	DC-559 Supplement to Order Transferring Custoo DC-561 Adjudicatory Order for Abuse or Neglect DC-562 Order for Custody Transfer to Agency	Cases	DC-581 Notice of Appeal-Juvenile Civil Cases CC-1345 Notice of Appeal from Trial Court		
DISTRICT COUI DC-508 Acknowled DC-511 Petition DC-514 Order for A DC-526 Emergency	Reasonable afforts to place the child in a t If the foster care plan goal is another pla Reasonable afforts to place the child in a t Reasonable afforts to place the child in a cocordance with the foster care plan and i IRT FORMS dgement of Next Hearing Date Appointment of Guardian Ad Litem	Toster care or adoption: inner) manner in accordance with the foster care plan an need permanent living arrangement (APPLA): imally menner in accordance with the foster care plan at complate the steps necessary to finalize the permane DC-528 Preliminary Removal Order DC-531 Order for Involuntary Termination of Residue DC-532 Child Protective Order-Abuse and Neglect	nd to monitor the child's status in onether plan nt placement of the child.	ined permanent living arrangement; <u>OR</u> reasons DC-852 Foster Care Plan Transmittal DC-853 Dispositional Order for Underlying P DC-854 Petition for Foster Care Review Hea	etition, Foster Care Plan	DC-559 Supplement to Order Transferring Custoo DC-561 Adjudicatory Order for Abuse or Neglect	Cases	DC-581 Notice of Appeal-Juvenile Civil Cases		

Time Line and Related Forms								
STAGE 1								
COURT EVENT	Review of Foster Care If legal custody remains with public or private agency after permanent goal is ordered.							
TIMING	§§ 16.1-282.1	§§ 16.1-282.1 A1; 16.1-282.2						
	Within 6 months of approving APPLA; or within 12 months of ordering permanent foster care or termination of parental							
S)	DC-552; DC-554; DC-555; DC-620; Adoption Progress Report (DSS Form)							
STATUTES	§ 16.1-282							
TIMING	Within 4 months of dispositional hearing at whi	ich the initial foster care plan was reviewed.	Ad					
FORMS	DC-552; DC-554; DC-555; DC-559; DC-620	to in the contract of the contract	Adoption Progress Report					
	The reasonable efforts finding must correspond If the foster care plan goal is return hom		Filed until final order of adoption; he	aring on motion of a party or th	ne court.			
REQUIRED STATE AND TITLE IV-E	-	th his parents, guardian or other person standing in loco parentis to the child.	,	,,,,,,,,				
FINDINGS	Reasonable efforts to place the child in a t	timely manner in accordance with the foster care plan and to complete the steps						
		timely manner in accordance with the foster care plan and to monitor the co	§§ 16.1-277.01 E; 16.1-277.02 D; 16.	1-278.3 E; 16.1-283				
STAGE 3	PERMANENCY PLANNING							
COURT EVENT	Initial Permanency Planning If interim plan is approved, comply with provision	ons of § 16.1-282.1 B.	Filed every 6 months from date of fir	al order terminating parental r	ights			
STATUTES	55 16.1-282.1; 16.1-281 B; 16.1-283		Thea every o months from date of m	iai oraci terminating parentari	ights.			
TIMING		in 30 days of finding reasonable efforts to reunite are not rec ting termination of parental rights is in child's best interest.	Adoption Progress Report (DSS Form	١				
FORMS	DC-552; DC-556; DC-557; DC-511; DC-531; Perm	nanent Foster Care Placement Agreement (DSS Form); DC-558; D	Adoption Progress Report (DSS Porm	1	No.			
REQUIRED STATE	The reasonable efforts finding must correspond If the foster care plan goal is return hom							
AND TITLE IV-E FINDINGS	Reasonable efforts to reunite the child wit	th his parents, guardian or other person standing in loco parentis to the child.						
rinomos	 If the foster care plan goal is relative plan Reasonable efforts to achieve the perman 	icement, adoption, permanent foster care or another planned permanent living an nent goal identified in the foster care plan.	angement (APPLA):					
STAGE 4	POST PERMANENCY PLANNING							
COURT EVENT	Review of Foster Care			Adoption Progress Report				
STATUTES	If legal custody remains with public or private a 55 16.1-282.1 A1: 16.1-282.2	agency after permanent goal is ordered.		Filed until final order of adoption; hearing on motion of a party or the court. 65 16.1-277.01 E: 16.1-277.02 D: 16.1-278.3 E: 16.1-283				
TIMING		n 12 months of ordering permanent foster care or termination of parental rights. Ad	option Progress Report reviewed, if plan is adoption.	Filed every 6 months from date of final order terminating parental rights.				
FORMS	DC-552; DC-554; DC-555; DC-620; Adoption Pro			Adoption Progress Report (DSS Form)				
REQUIRED STATE AND TITLE IV-E	 If the foster care plan goal is permanent Reasonable efforts to place the child in a t 	: foster care or adoption: timely manner in accordance with the foster care plan and to complete the steps nec	essary to finalize the permanent placement of the child.					
FINDINGS	Reasonable efforts to place the child in a t	anned permanent living arrangement (APPLA): timely manner in accordance with the foster care plan and to monitor the child's stat to complete the steps necessary to finalize the permanent placement of the child.	tus in another planned permanent living arrangement; <u>QR</u> reasonable efforts to place the child in a timely manner in					
DISTRICT COUR	2 1	DC-528 Preliminary Removal Order	DC-552 Foster Care Plan Transmittal	DC-558 Permanent Foster Care Placement Order	SELECTED FORMS FOR APPELLATE PROCESS			
	ement of Next Hearing Date	DC-531 Order for Involuntary Termination of Residual Parental Rights	DC-553 Dispositional Order for Underlying Petition, Foster Care Plan	DC-559 Supplement to Order Transferring Custody	DC-581 Notice of Appeal-Juvenile Civil Cases			
DC-511 Petition	-	DC-532 Child Protective Order-Abuse and Neglect	DC-554 Petition for Foster Care Review Hearing	DC-561 Adjudicatory Order for Abuse or Neglect Cases	CC-1345 Notice of Appeal from Trial Court			
DC-514 Order for Ap	pointment of Guardian Ad Litem	DC-534 Order for Voluntary Termination of Residual Parental Rights	DC-555 Foster Care Review Order	DC-562 Order for Custody Transfer to Agency				
DC-526 Emergency F	Removal Order	DC-545 Preliminary Child Protective Order	DC-556 Petition for Permanency Planning Hearing	DC-620 Affidavit (Uniform Child Custody Jurisdiction and Enforcement Act) (UCCIEA)	CIP/OES/SCV—July 1, 2014			

DC-557 Permanency Planning Order

DC-527 Preliminary Child Protective Order-Abuse and Neglect DC-546 Child Protective Order

Final Version 1.0



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